

# **ARMY OTOT VACANCY ANNOUNCEMENT**

**ARIZONA ARMY NATIONAL GUARD  
ACTIVE GUARD AND RESERVE  
HUMAN RESOURCE OFFICE  
5636 E. McDowell Road, Phoenix, AZ 85008-3495  
PHONE: (602) 629-4804; DSN 853-4804**

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**ANNOUNCEMENT NUMBER: 18-390AG      DATE: 19 July 2018      CLOSING DATE: 02 August 2018**

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**POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:**

**SUPPLY SERGEANT, PAR/LIN: 112/04, SSG, 92Y30**

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**APPOINTMENT FACTORS:      OFFICER:      WARRANT OFFICER:      ENLISTED: X**

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**LOCATION OF POSITION:**

**0158 IN BN 01 HHC REAR T32 (WP80TD) 1335 N 52ND ST, PHOENIX, AZ 85008**

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**AREA OF CONSIDERATION:** This position is ONE TIME ONLY TOUR in the Active Guard and Reserve Force and is open to current M-Day and Technician members of the Arizona National Guard in the pay grade of **E5/SGT through E7/SFC**. Individual selected will be on a ONE TIME ONLY TOUR of Active Duty Title 32 with the Arizona Army National Guard as a backfill behind the deployed AGR Soldier. In order to be considered for this position, applicants must meet minimum qualifications as outlined within this announcement.

**NOTE: Tour dates are subject to Incumbent's Title-10 period of service**

**NOTE: Open to any MOS.**

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**INSTRUCTIONS FOR APPLYING:** IAW NGR 600-5, paragraph 2-2, the documents listed WILL be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the Soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

- a. NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position.)
- b. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- c. Letters of recommendation or Noncommissioned Officer Evaluation Report (NCOER) as required by the position announcement. Provide last 5 NCOERs, as applicable.
- d. Certified copy of Enlisted Record Brief (ERB). Verify ASVAB line scores are annotated on the ERB
- e. Statement of all active service performed. The following documents are acceptable – Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)). For other services, equivalent retirement points statement. Must be within 1 year of Annual Ending Date (AYE).
- f. Certificate of Release or Discharge (DD Form 214(s), DD Form 220(s) and any accompanying DD Form 215(s) if applicable).
- g. DA Form 1506 (Statement of Service) Title 10/Active Duty applicants only.
- h. DA Photograph in military uniform taken within the last 24 months is required. DA Photographs are valid for five years. The ranks of SGTs and below are not required to have a current DA Photograph on file.
- i. AZNG Form 335-4-R (Apr 1992).
- j. DA Form 705 (APFT) or DTMS print out: last 5 Record APFTs (ensure that height and weight are annotated on DA 705). If selected, must have passed a record APFT within the last 6 months. Profiles must be attached if applicable.
- k. Proof of meeting body composition standards IAW AR 600-9. DTMS printout can be used. (DA Form 5500/5501, if applicable)

**ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.**

**\*\* We recommend that you have a member of your unit review your application prior to submission to our office. \*\***

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## **KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION**

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**BRIEF JOB DESCRIPTION:**

Serves as Supply Sergeant for the 1-158th IN BN Rear Det; responsible for managing the Supply Discipline Program; receives, inspects, inventories, stores, issues, delivers, and turns in supplies and equipment; maintains property accountability through GCSS-A ensuring total accuracy; ensures critical assets are on hand or ordered; monitors all sensitive items and unit inventories; secures and controls all sensitive items including weapons and ammunition;

responsible for the accountability of property on the Rear Det property book equipment. Prepares and maintains completed clothing records and OCIE.

**Selecting Supervisor:** MAJ Ortega

**Nominating Official:** LTC Murdock